

October 5, 2018

**JANITORIAL SERVICES CONTRACT 2018-2019**  
**ADDENDUM NO. 2**

TO: ALL INTERESTED BIDDERS of the "**JANITORIAL SERVICES CONTRACT 2018-2019**"

FROM: City of Millbrae – Public Works Department

The following information and/or clarification are provided and incorporated into the bid documents of the **JANITORIAL SERVICES CONTRACT 2018-2019** which is scheduled for bid opening on **Tuesday, October 23, 2018 at 2:00 PM:**

**CORRECTION:**

- Replace the *Attachment (1), General Prevailing Wage Determination, Issue Date of Determination: June 21, 2014*

with

*Attachment (2), General Prevailing Wage Determination, Issue Date of Determination: September 10, 2018*

**EACH BIDDER SHALL ACKNOWLEDGE RECEIPT OF THIS ADDENDUM NO. 2:**

- By completing the attached **ACKNOWLEDGEMENT** sheet marked as "**RETURN IMMEDIATELY TO**" and returning the completed form via email to: [rvelilla@ci.millbrae.ca.us](mailto:rvelilla@ci.millbrae.ca.us)

**AND**

- By completing the attached **ACKNOWLEDGEMENT** sheet marked as "**RETURN WITH THE BID PROPOSAL**" and submitting the completed sheet with the bid proposal.

Prepared by: Rose Velilla, Management Analyst

Approved by: Craig Centis, Public Works Superintendent

**JANITORIAL SERVICES CONTRACT 2018-2019**

**ADDENDUM NO. 2**

**ACKNOWLEDGEMENT**

I have received Addendum No. 2 to the Bid Documents titled, **Janitorial Services Contract 2018-2019**. I have read and understood the information stated in the Addendum.

\_\_\_\_\_  
Bidder's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Bidder's Name

\_\_\_\_\_  
Name of Company

**RETURN IMMEDIATELY TO:**

**Rose Velilla**

**[rvelilla@ci.millbrae.ca.us](mailto:rvelilla@ci.millbrae.ca.us)**

**City of Millbrae, Public Works Department**

**JANITORIAL SERVICES CONTRACT 2018-2019**

**ADDENDUM NO. 2**

**ACKNOWLEDGEMENT**

I have received Addendum No. 2 to the Bid Documents titled, **Janitorial Services Contract 2018-2019**. I have read and understood the information stated in the Addendum.

\_\_\_\_\_  
Bidder's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Bidder's Name

\_\_\_\_\_  
Name of Company

**RETURN WITH BID PROPOSAL**

**GENERAL PREVAILING WAGE DETERMINATION MADE BY THE DIRECTOR OF INDUSTRIAL RELATIONS PURSUANT TO CALIFORNIA PUBLIC UTILITIES CODE, SECTIONS 465, 466 AND 467**

**Determination:** SMA-2018-1

**Issue Date of Determination:** September 10, 2018

**Reference:** 22-1877-2

**Supersedes Det:** SMA-2014-1

**Expiration Date of Determination:** April 30, 2020\* Effective until superseded by a new determination issued by the Director of Industrial Relations. Contact the Office of the Director – Research Unit at (415) 703-4774 for the new rates after ten days from the expiration date if no subsequent determination is issued.

**Locality:** San Mateo County

**Craft:** Janitor/Cleaner

<b>Wage Rates:</b>	<u>Classification</u>	<u>Basic Straight-Time Hourly Rate</u>
	Janitor/Cleaner	Expires 4/30/2019      \$16.10
		Effective 5/1/2019      \$16.50

**Employer Payments:** (Public Utilities Code Section 465)

**Health & Welfare:** \$7.35 per hour after 24 months of service.

**Effective 4/1/2020,** Health and Welfare will be \$7.86 per hour.

**Paid Holidays:** Five (5) holidays per year or \$0.31 per hour after 60 days of service.

**Effective 5/1/2019,** Holidays will be \$0.32 per hour.

**Paid Vacation:** Five (5) days after 1 year of service or \$0.31 per hour; Ten (10) days after 3 years of service or \$0.62 per hour; Fifteen (15) days after 15 years of service or \$0.93 per hour.

**Effective 5/1/2019,** Five (5) days after 1 year of service or \$0.31 per hour; Ten (10) Days after 3 years of service or \$0.63 per hour; Fifteen (15) Days after 15 years of service or \$0.95 per hour.

**Paid Sick Leave:** Three (3) days or \$0.19 per hour.

**Training:** \$0.03 per hour.

**Effective 5/1/2019,** Training will be \$0.04 per hour.

**Other Payment:** \$0.05 per hour to Industry Investigation Fund.

**Recognized Holidays:** New Year's Day, 4<sup>th</sup> of July, Labor Day, Thanksgiving Day and Christmas Day. If a holiday falls on a Sunday, it shall be observed on the following Monday. If a holiday falls on a Saturday, it shall be observed either on Friday or Saturday as determined by the employer.

**Straight-time Hours:** Eight (8) hours per day. A week's work shall consist of five (5) consecutive days.

**Overtime Rate:** All work performed in excess of 8 hours per day and on the 6<sup>th</sup> day shall be paid at one and one-half times (1½) the basic hourly rate. All work performed on the 7<sup>th</sup> day shall be paid double (2x) the straight-time hourly rate. Work on a holiday shall be paid at one and one-half (1½) times the basic hourly rate in addition to the regular day's pay.

**Travel and Subsistence:** Employees required to furnish own vehicle between locations shall be reimbursed at the rate of \$0.35 per mile.